

## iMM is recruiting a Project Manager under an Employment Contract - Reference IMM/CT/68-2024

The iMM – Instituto de Medicina Molecular João Lobo Antunes is a leading Portuguese private non-profit research institute that offers a vibrant scientific environment, aiming to nurture innovative ideas in basic, clinical and translational Biomedical Research. Created in 2002, iMM Lisboa has established itself as a leading national and internationally competitive biomedical institute. Its strategy has been defined by promotion of excellence, leveraged by high-quality human resources, increasing expenditure in infrastructures and knowledge transfer to the society.

**What iMM seeks:** At this moment, iMM is looking for a Project Manager to join the **Disease Transcriptomics** Laboratory coordinated by Nuno Morais, under the research project **“Fostering Excellent Research, Training and Innovation in Biomedical Data Science”** (GAP 101159926 – BIOMICS - HORIZON-WIDERA-2023-ACCESS-02), funded by the European Commission, to execute the following activities under the supervision of Nuno Morais:

- Management of the project;
- Organization of events related to the project;
- Organization and monitoring of junior staff exchanges;
- Monitoring the implementation of the tasks, liaising with work package leaders, and ensuring compliance with the defined timeline;
- Planning of the project’s Dissemination and Communication activities;
- Elaboration of reports and coordination with the institute’s project management unit;
- Liaise with consortium members and the European Commission ensuring coordinated actions.

### Profile of Candidate

- PhD in areas related to Biomedical Sciences or Data Science;
- Experience in project management;
- Experience in organizing scientific meetings and training activities;
- Proficiency in English, spoken and written;
- Forward thinking, can-do, pro-active attitude;
- Experience with Twinning and/or European Commission-funded projects is considered a plus;
- Experience and training in science communication, co-supervision of junior staff, and data science are considered pluses.

**What iMM offers:** iMM will offer outstanding working conditions in this area in Portugal, including a full-time contract, starting predictably in October 2024, and the possibility to work in the interface of research and research support facilities.

**Working Conditions:** - Unfixed-Term Employment contract for an estimated period of 36 months; - Gross monthly remuneration of 2.295,94€ in accordance with the funding budget and iMM Career By-Law, as well as Holidays and Christmas allowances subject to the current mandatory taxes accordingly to Portuguese Labor Law. A meal allowance will also be paid in the amount of 6€ per each working day.

**Please note that the job opportunity announced here is under the entity of the Instituto de Medicina Molecular João Lobo Antunes (iMM) and will result in a contractual relationship with the new entity, GIMM - Gulbenkian Institute for Molecular Medicine.**

**For more information about GIMM and the merger between IGC and iMM, please visit: <https://gimm.pt/>. If you have any questions, please contact us at [people@gimm.pt](mailto:people@gimm.pt).**

**How to apply:** Please submit your Motivation Letter in English, Detailed CV, PhD certificate and contacts of 2 references in PDF format to Human Resources through the email [imm-hr@medicina.ulisboa.pt](mailto:imm-hr@medicina.ulisboa.pt), from August 7<sup>th</sup> until September 1<sup>st</sup> 2024.

**Note:** Candidates who incorrectly formalize their application or do not submit the documents proving the compliance with the requirements indicated in the call will be excluded. The jury has the right to require to any candidate, in case of doubt, to present documents proving their statements.

**Non-discrimination and equal access policy:** IMM promotes a non-discrimination and equal access policy, wherefore no candidate can be privileged, benefited, impaired or deprived of any rights whatsoever, or be exempt of any duties based on their ancestry, age, sex, sexual preference, marital status, family and economic conditions, instruction, origin or social conditions, genetic heritage, reduced work capacity, disability, chronic illness, nationality, ethnic origin or race, origin territory, language, religion, political or ideological convictions and union membership.

**International environment and experience:** Diversity is a fundamental aspect of the essence of IMM, where researchers and non-researchers of different nationalities, backgrounds and areas of study work together, promoting the exchange of experiences and interactions, contributing to the personal and professional development of each person and to the existence of an international, inclusive and stimulating environment.

Pursuant to Decree-Law nr 29/2001 of 3<sup>rd</sup> February, disabled candidates shall be preferred in a situation of equal classification, and said preference supersedes any legal preferences. Candidates must declare, on their honour, their respective disability degree, type of disability and communication / expression means to be used during selection period on their application form, under the regulations above.

**Evaluation Criteria:** Applications will be evaluated by Nuno Morais, Joana Costa and Madalena Reis, in accordance with the following method:

- 1<sup>st</sup> Phase: Curricular evaluation (45%) and Motivation Letter (25%);
- 2<sup>nd</sup> Phase: Interview (30%). Only candidates who score at least 50% in 1<sup>st</sup> phase will be selected for interview.

**Results:** Both admitted and excluded candidates list and final classification list shall be communicated to all admitted candidates through email.

**Preliminary Hearing and Final Decision Deadline:** After notification, all candidates have 10 working days to respond. Panel's final decisions are pronounced within a period of 90 days, from application deadline.

*The present call is exclusively aimed at filling the indicated vacancy and may be terminated until the homologation of the final candidates' ranking list and expires with the respective occupation of the position on offer.*

Lisbon, August 6<sup>th</sup> 2024



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the European Union

